

Norfolk County Council Broadband Steering Group Meeting
Notes of the meeting held on Thursday 22 July 2005

Present:

Ann Carey
Kurt Frary
David Dukes

ACTION

1. **Apologies**

Alan Tidmarsh, Paul Fisher, Sandra Dinneen, Tim Anderson.

2. **Minutes of the Previous meeting**

The minutes of the previous meeting on 21 June 2005 were agreed.

3. **Adit Wireless City Project**

The first phase of the evaluation is complete. ADIT have carried out a detailed technical appraisal in line with ODPM procurement procedures. The ODPM specialist adviser has also carried out an independent scoring assessment. Both ranked the three final proposals in the same order. (Symetrix, NTL, BT).

The suppliers presented their proposals to the project team on 21 July. Each presentation was followed by a Q&A session. Recommendation from the Project Team was for ADIT to progress Symetrix as the preferred supplier with NTL in reserve. BT to be eliminated at this point.

KF to brief Karen O'Kane on progress.

KF

The next stage will be for ADIT to progress the development of the contract with the aim of achieving completion by the end of August. This will include further clarification and consultation with Local Authorities who have already implemented similar projects.

DD

DD to progress the breakfast meeting.

The Home Secretary, Charles Clarke has been updated with the latest position and will be kept up to date.

A formal project team will need to be established with representatives from the public sector organisations.

AC/DD/KF

Project Plan

KF to update, to include a task owner against all activities.

Communications

A recent article in the Eastern Daily Press has generated some interest in the project. The project needs to develop a detailed communications plan to manage both the internal and external information. KF to contact Corporate Communications Team to initiate the process.

KF

4. **Advanced Contact Centre Project**

TA attended a meeting on 6 July and is progressing this. Note that the timescales have been revised and the deadline for e-Context proposals is now November 2005.

TA

6. **Any other business**

SNDC have been working with NCC (DD) to apply for funding from EEDA to address rural wireless issues.

7. **Date of future meetings**

25 August 2005, 12.00pm Mezz 4
29 September 2005, 2.00pm Mezz 4
20 October 2005, 3.00pm Mezz 4